

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT  
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REGULAR BOARD MEETING  
MINUTES

October 14, 2020

**HELD VIA ZOOM**

Board of Directors

Chairperson Dave Stone  
Vice Chairperson Melinda Bennett  
Board Director Steve Janovick  
Board Director Shery Panick  
Board Director Russ Bowring

1. Call Meeting to Order

Chairperson Dave Stone called to order the Special Board Meeting of Plumas Eureka Community Services District (“PECS”) at 0901 hours.

2. Approval of August 12, 2020 Regular Board Meeting Minutes

Motion to approve the August 12, 2020 Regular Board Meeting minutes as corrected.

Motioned – Board Director Russ Bowring  
2nd – Board Director Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone  
Aye – Vice Chairperson Melinda Bennett  
Aye – Board Director Russ Bowring  
Aye – Board Director Steve Janovick  
Aye – Board Director Sherry Panick

3. Approval of August 19, 2020 Emergency Board Meeting Minutes

Motion to approve the August 19, 2020 Emergency Board Meeting minutes as corrected.

Motioned – Board Director Russ Bowring  
2nd – Board Director Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone  
Aye – Vice Chairperson Melinda Bennett  
Aye – Board Director Russ Bowring  
Aye – Board Director Steve Janovick  
Aye – Board Director Sherry Panick

4. Approval of September 9, 2020 Regular Board Meeting Minutes

Motion to approve the August 12, 2020 Regular Board Meeting minutes as corrected.

Motioned – Board Director Russ Bowring  
2nd – Board Director Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone  
Aye – Vice Chairperson Melinda Bennett  
Aye – Board Director Russ Bowring  
Aye – Board Director Steve Janovick  
Aye – Board Director Sherry Panick

5. Fire Chief's Report

a. Call Report & Training Report

Copies of the Call and Training Reports are available for viewing at Plumas Eureka Fire Department ("PEFD") Administrative Office during regular business hours.

b. Personnel

Plumas Eureka Volunteers were dispatched to assist with the Glass Fire in the Napa area. Captain Ryan Nowling and an additional PEFD volunteer teamed up with a volunteer from Long Valley Fire for a 14-day deployment.

c. Fire Apparatus & Equipment Maintenance

Engine 9122 has a foam issue which has been repaired.

While on deployment, Chief Munsen asked volunteers to identify equipment issues with 9122.

d. Training

Nothing to Report

e. Firewise Committee Actions and Activities

Nothing to Report.

f. Miscellaneous

The Department continues its community outreach program for vulnerable citizens.

All outside debris burning remains suspended. Contained ceremonial fires in fire pits are still permitted.

g. Plumas County Fire Chiefs Association

Nothing to Report

6. Water System Compliance

Results from testing Oct 6, 2020, showed the As level at the compliance point to be 12 ppb; at Well 1B to be 7 ppb; and at Well 2 to be 18 ppb. The EPA Standard is 10 ppb. The 2nd Quarter average is 13 at the compliance point, 8 ppb at Well 1B, and 19 ppb at Well 2. The running annual average (RAA) at the compliance point is 9 ppb, 7 ppb at Well 1B, and 13 ppb at Well 2.

The results of testing for Iron and Manganese taken Oct 6, 2020, were 0.280 at Well 1B and 0.450 at Well 2 for Iron; for Manganese, the results were 0.092 mg/l at Well 1B and 0.101 mg/l at Well 2, The Secondary Standard for Iron is 0.300 mg/l. The Secondary Standard for Manganese is 0.05 mg/l.

Remediation Project Development

The Water and Wastewater Services Committee met in September to begin discussions on the direction of the future of the District's water system given the results of the waiver survey. A second meeting has been scheduled for October.

*\*Clerk's Note: The meeting was interrupted due to a disruption by a member of the public. Video was terminated at 0931 hours. The meeting was reconvened at 0934 hours.*

7. WWTP 6 Repair or Replacement

Chief Operator Jamar Tate advised the Board on the current status of repairs at WWTP 6. He stated that pumps for the lift station had been fabricated and would be delivered in the coming weeks.

8. Resolution 2020-7 the Conflict of Interest Code for the District

The Board was presented with Resolution 2020-7 certifying the review and readoption of the District's Conflict of Interest Policy.

Motion to approve Resolution 2020-07 as submitted.

Motioned: Board Director Steve Janovick

2<sup>nd</sup>: Board Director Russ Bowring

Roll Call Vote

Aye – Chairperson Dave Stone

Absent – Vice Chairperson Melinda Bennett

Aye – Board Director Russ Bowring

Aye – Board Director Steve Janovick  
Absent Board Director Sherry Panick

*\*Clerk's Note: Board Director Sherry Panick re-joined the meeting at 0937 hours. Vice Chairperson Melinda Bennett re-joined the meeting at 0938 hours.*

9. Insurance Approvals

i. The Board was presented with renewal contracts for auto and liability insurance coverages for the CSD and Fire Departments from ISU Insurance Services – Atwood Agency.  
Policy totals are as follows:

CSD \$7,743.00  
Fire: \$11,044.00

Motion to approve the Insurance policy renewals in the amounts of \$7,743.00 and \$11,044.00

Motioned: Board Director Russ Bowring  
2<sup>nd</sup>: Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone  
Aye – Board Director Steve Janovick  
Aye – Vice Chairperson Melinda Bennett  
Aye – Board Director Russ Bowring  
Aye - Board Director Sherry Panick

ii. The Board was presented with the Blue Shield Silver PPO plan renewal from SDRMA for CSD employees.

Motion to approve renewal of CSD employee medical coverage.

Motioned: Vice Chairperson Melinda Bennett  
2<sup>nd</sup>: Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone  
Aye – Board Director Steve Janovick  
Aye – Vice Chairperson Melinda Bennett  
Aye – Board Director Russ Bowring  
Aye - Board Director Sherry Panick

iii. The Board was presented with the renewal documents for approving the employee Health Reimbursement Arrangement for 2021.

Motion to renew the District's employee Health Reimbursement Arrangement for 2021.

Motioned: Vice Chairperson Melinda Bennett

2<sup>nd</sup>: Board Director Russ Bowring

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Steve Janovick

Aye – Vice Chairperson Melinda Bennett

Aye – Board Director Russ Bowring

Aye - Board Director Sherry Panick

10. Committee Report

As discussed in Item 6, the Water and Wastewater Services Committee met Sept 30, 2020, and will meet again the week of Oct 19, 2020 to explore the future of the PECSD water system.

11. General Manager's Report

a. Finance

i. Consideration of Sept 2020 Financial Reports

The Board was presented with the financial reports for Sept 2020

Motion to approve Sept 2020 Financials as submitted.

Motioned - Board Director Steve Janovick

2nd - Board Director Sherry Panick

All in Favor.

Aye –Chairperson Dave Stone

Aye - Vice Chairperson Melinda Bennett

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Aye – Board Director Russ Bowring

ii. FY 2019-2020 Audit

Fechter & Co, the District's auditing firm, is scheduled to arrive for field work on Nov 3, 2020.

b. Administration

i. Audit preparations are going relatively smoothly considering the upheaval of the 2nd half of the fiscal year.

ii. Status of Invoices and Liens

Administrative manager Jillian Cole advised the majority of late payments had been received and that real estate activity had been unusually heavy through the summer months. Preparations are being made for a distribution of a Plumas Pipelines this Fall. Monthly statement notifications continue to be a challenge, but work will continue to help streamline the process further.

The administrative services contractor has identified several issues with the existing data held by the District as it relates to property identification. These issues are being corrected, and property files are expected to be completed by the end of the month.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of September were 6,168,900 gallons at Well 1b and 4,516,200 gallons at Well 2. These totals are significantly higher than those from this time last year

A leak was discovered in a booster pump at Well 2. It was repaired.

Annual backflow testing has been conducted on devices throughout the District.

An irrigation drain valve neat WWTP 7 was reported by a customer to be leaking. It has been turned off for repair.

Wastewater Flows for the Month of August 2020 were 302,923 gallons at WWTP 6 and 911,353 gallons at WWTP 7.

VFD 1 at WWTP 7 was discovered to have an issue during other electrical work being performed. Electrical issues are being experienced at WWTP 6 as well.

The tank house near the unit 6 condos has been repainted.

Madora Lake Rd will undergo repairs in preparation for a future USFS/SPI timber sale in the area. Operators are coordinating with representatives to ensure accurate locating.

d. Miscellaneous

i. Anthony Campbell has attained his Operator In Training certifications.

ii. The District continues to investigate options regarding the protection of its riverside property.

iii. Two of the District properties previously slated for disposal to adjacent property owners are uncontested. Interim General Manager John Rowden will initiate the transfer process on these parcels.

*\*Clerk's Note: Item 14 was addressed at this time to allow public comment before Closed Session.*

14. Public/Board Comment Period

Community member Fred Barnhart suggested the District follow up on, or look into, acquiring a siren for the District for use in emergency situations.

12. Closed Session

Chairperson Dave Stone adjourned to Closed Session at 1052 hours.

Chairperson Dave Stone reconvened to Open Session at 1055 hours.

There were no actions to report.

13. Written Correspondence to the Board

Nothing to Report.

15. Future Agenda Items

- a. Future of the Water System
- b. Riverside Property
- c. Excess District Properties
- d. FY 2019-2020 Audit

16. Adjournment

Chairperson Dave Stone adjourned the regular Board meeting at 1102 hours.

In Attendance:

Chairperson Dave Stone

Vice Chairperson Melinda Bennett

Board Director Steve Janovick

Board Director Sherry Panick

Board Director Russ Bowring

Respectfully Submitted,

(Signature on file)

Jillian Cole  
Board Clerk

















